

**Board of Selectmen
Minutes of Regular Meeting
July 11, 2011**

I. Call to Order/Roll Call

Vice Chairman Mary Lyman called the Regular meeting of the Board of Selectmen to order at 7:00 P.M. in the Selectmen's Conference Room at the Town Offices. Present were: Selectman Mary Lyman, Selectman Ted Teichert, Selectman Alex Vispoli and Selectman Salafia. Also present were: Town Manager Buzz Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cable-cast live.

II. Opening Ceremonies

Mrs. Lyman asked for a Moment of Silence followed by the Pledge of Allegiance.

III. Communications/Announcements/Liaison Reports

The Town Manager introduced Donna Walsh, his appointee for Finance and Budget Director, who will replace current Finance Director Tony Torrisi who is retiring on July 22nd. Ms. Walsh has an impressive resume and comes to Andover from the Town of Tewksbury. She will start in Andover on September 6th with her formal appointment coming before the Board in two weeks. Selectman Vispoli recognized the Selection Team for their time and effort in the search process and presenting quality candidates for the Town Manager's appointment.

The Town Manager made the following announcements:

~ The 4th of July fireworks on July 3rd were spectacular. He thanked and recognized Chief Mansfield and members of the Fire Department for organizing this event and the Pancake Breakfast held on July 4th. All of the Selectmen echoed the Town Manager's comments on the Fourth of July Festivities and recognition of the Firefighters. Selectman Teichert also recognized Scott and Joanne Gibson who assisted with the Pancake Breakfast.

~ The Department of Community Services Summer Music Program has begun and will continue each Wednesday night beginning at 6:00 P.M. in The Park through August 17th.

~ The Town Moderator has appointed Daniel Kowalski to the Finance Committee to replace Richard Howe who is retiring.

Selectman Salafia reported on the Town Yard Task Force stating proposals received are still being reviewed, however, they are not quite ready to make a recommendation. He also reported on the Youth Foundation meetings for the proposed Youth Center.

Selectman Vispoli provided an update on the I-93 project. He said Andover will host a meeting with Congresswoman Tsongas, the Governor, Lt. Governor and other State officials to reinforce the importance of this project which is the biggest project in Eastern Massachusetts with funding coming from the Federal Government which is a concern at the moment due to the budget problems. He also reported that the Governor signed the budget bill with the Health Care Reform legislation giving cities and towns the tools to bring health care costs down. This is an opportunity to work with collective bargaining groups to reduce costs, save jobs, and provide services.

Selectman Lyman stated that the Youth Foundation will present their proposal for the

proposed Youth Center to the Council on Aging on Thursday, July 14th at 8:30 A.M. in the Senior Center.

Mary Carbone, 3 Cyr Circle, requested the Youth Foundation hold their meetings in the evenings so more residents can attend and suggested they consider joining forces with North Andover for a regionalized Youth Center.

Donal Coleman, 91 High Street, said he has issues with the High Street dumping site, and would like an update on the status of the house on Pearson Street.

Bob Pokress of 3 Cherrywood Circle asked why the Board is encouraging a Special Town Meeting for the Youth Center rather than waiting until the Annual Town Meeting in the Spring when the Youth Foundation would be competing with other warrant article requests. He would also appreciate the Youth Foundation meetings to be held in the evenings.

V. Public Hearings

A. Columbia Gas of Massachusetts

Selectman Vispoli read the Public Hearing request from Columbia Gas of Massachusetts to excavate for the purpose of replacing and/or extending its gas mains and to make the necessary house connections along said extensions on the following public ways:

- River Road – install approximately 2,100 feet of new main from Avery Lane to #460 River Road to service the Avalon Apartments. Approximate location shown on Plan #04012011, dated 6/23/11.
- Greenwood Road – excavate approximately 20 feet to install a new main to serve Trinity Court. Approximate location shown on Plan #04282011, dated 4/28/11.

Scott Snyder, 171 Greenwood Road, expressed concern about the proposed road – Trinity Court. Columbia Gas is coming in on a road that does not exist except on paper and with an expired easement. The easement is on his property. The Town Manager will contact Brian Moore from the DPW and Planning Department for a status of the easement and road and will report back to the Board.

Selectman Vispoli motioned to approve the request from Columbia Gas of Massachusetts to excavate the purpose of replacing and/or extending its gas mains and to make the necessary house connections along said extensions on the following public way:

- River Road – install approximately 2,100 feet of new main from Avery Lane to #460 River Road to service the Avalon Apartments. Approximate location shown on Plan #04012011, dated 6/23/11.

The request has been reviewed and approved by the Town Engineer subject to the condition that a street opening permit is obtained from the Department of Public Works prior to the commencement of any construction. The motion was seconded by Selectman Teichert and voted 4-0 to approve.

Selectman Vispoli motioned the Board take no action on the request from Columbia Gas of Massachusetts for Greenwood Road and for the appropriate discussions be held with Mr. Snyder, the Town Manager, Columbia Gas, and others and to continue the hearing

until July 25th. The motion was seconded by Selectman Teichert and voted 4-0 to continue the Public Hearing to July 25th.

VI. Regular Business of the Board

A. Multi-family Solid Waste & Recycling – 2nd Reading

Sandy Gerraughty, DPW Business Manager, provided a recap of her previous presentation to the Board at the June 27, 2011 meeting, of the new policies and recommendations regarding the solid waste/recycling practices for multi-family units.

Keith Saxon, 15 Wethersfield Drive, said he does not support providing private school recycling with Town funds since recycling services are provided by private waste haulers (Mello, Waste Management-SSR and Abiti) to Phillips Academy, Montessori, and Pike School and there is no benefit to the Town to pickup their recycling. He provided a handout to the Board on his research of the subject. He recommended a central drop-off for residential single stream recycling, scrap metal recycling, and special collections more than once per year. Mr. Saxon, a member of the Recycling Committee, will bring it to the Committee for their review. Selectman Vispoli suggested the Town Manager work with the Recycling Committee, report back to the Board on the information provided by Mr. Saxon and that the Board hold on this motion until the information is received.

The Board voted the following motions for recycling and trash collection:

1. Selectman Vispoli motioned that the Town of Andover grandfather and allow continued pickup of recycling at the following multi-family locations so long as recycling is brought to the curbside by the public roadway; Hunter's Ridge, Meredith Village, Ballardvale Crossing, Hillcrest Townhouse, Temple Place Condominiums, 70-84 Essex Street Apartments, and 6-12 Maple Avenue Condominiums. The motion was seconded by Selectman Teichert and voted 4-0 to approve.

2. Selectman Vispoli motioned that the Town of Andover grandfather and allow continued pickup of household trash at the following locations so long as trash is brought curbside by the public roadway; Hillcrest Townhouse and Temple Place Condominiums. The motion was seconded by Selectman Teichert and voted 4- 0 to approve.

3. Selectman Vispoli motioned that the Town of Andover shall be responsible for curbside trash and recycling collection from residential dwellings which include all single family locations and multi-family locations that do not exceed six (6) units. Selectman Vispoli further moved that all multi-family complexes exceeding six units, businesses, not-for-profits, houses of worship and any other location that does not match the definition of single family locations and multi-family locations up to six units, shall be solely responsible for the collection of such recycling and trash. The motion was seconded by Selectman Teichert and voted 4- 0 to approve.

B. Sewer Flusher Truck Report

John Bean, Interim DPW Director, reported on the use and cost of the sewer flusher truck shared with the Town of North Andover. He feels it is time for the Town to redouble their efforts to be as cost-effective as possible and to continue to investigate further regionalization. Several items are being studied by the Merrimack Valley Planning Commission in the area of regionalization and the State is promoting efforts in this direction through grant offerings.

In FY-11, the DPW was invoiced for 228 hours for the shared Sewer Flusher Truck at a cost of \$18,230. Purchasing such a truck, spreading the cost over ten years and with maintenance costs, would cost approximately \$41,000 per year. The nuance is in the number of needed hours for preventative maintenance vs. the number of serious backups (26). Should we get the truck for the number of hours needed, the range would be in the area of \$53,000. The clamshell excavator which is used to clear catch basins would be an additional cost of \$30,000 – \$40,000. He recommended a more cost effective approach by replacing the two vehicles with one truck that performs both tasks. This would allow for better scheduling of preventative maintenance and fulfill the requirements of the 30B strenuous requirements for catch basin cleaning. Other vehicles to consider sharing include sweepers, loaders, lift trucks, skid steers, and log loader trucks. Mr. Bean encouraged the regionalization and sharing of service trucks.

Selectman Vispoli suggested that Mr. Bean provide the data for this analysis, look at used dual-purpose vehicles, have informal discussions with North Andover on continuing service offerings and provide information on long-term use of the truck (10 – 15 years). Mr. Bean said the DPW has enough staffing to support the use of this type of truck.

Mary Carbone, 3 Cyr Circle, commented that in prior years, the cost of this truck was approximately \$200,000 and asked what the life-span of the truck would be. Mr. Bean said with preventative maintenance, the life-span of the truck should be 10-12 years but they should also consider the cost-effective time to trade a vehicle in.

C. Downtown Parking Sticker Program

The Town Manager said the Downtown Parking Sticker Program is highly successful and provides a parking alternative to employees of downtown businesses and removes their vehicles from on-street parking spaces. The program generated revenues of \$28,315 in FY-2011; \$24,020 in FY-2010; and \$20,610 in FY-2009. The Town Manager recommends extending the program at the \$50 per month sticker price for two years.

Selectman Teichert motioned to extend the Downtown Parking Sticker Program for a two-year period through August 1, 2013 for a rate of \$50 per month and subject to the Downtown Employee Parking Permit Program Terms and Conditions. Selectman Salafia seconded the motion. The motion was voted 4-0 to approve.

D. House Move – 16 Pearson Street

Selectman Vispoli motioned to approve the request of Peter Schwarz, 103 Abbot Street, for permission to close certain streets on Sunday, July 24, 2011 with a backup date of Sunday, July 31, 2011 to facilitate moving the house at 16 Pearson Street to 1 Shaw Drive. The motion was seconded by Selectman Salafia and voted 4-0 to approve.

E. Outdoor Dining Licenses

Town Clerk Larry Murphy said the current regulations for Outdoor Dining Licenses and Liquor Licensing policies prohibit serving of alcohol beverages on Town property and provided suggested policy amendments to the Board for their consideration. The outdoor license would be effective from April 1st to October 31st only. Our insurance company reviewed the policy and recommended limits; they suggested increasing the coverage amount which is paid by the restaurant owner. The Town would be added as an additional insured on their insurance policy. The Town Manager asked the Board if they want to consider charging restaurants an additional fee for the use of Town sidewalks.

The Board feels we should do all we can to support downtown businesses and, therefore, they do not support an additional fee above and beyond the annual license fee. The Board discussed the amendments presented by the Town Clerk and voted the following:

1. Selectman Vispoli motioned for the Board of Selectmen to amend their Policy Guidelines, Section XI.2, Alcoholic Beverage Licensing Policy, by amending Sections 20 and 22 thereof as presented and recommended by the Town Clerk. The motion was seconded by Selectman Teichert and voted 4-0 to approve.

2. Selectman Vispoli motioned the Board of Selectmen amend their Policy Guidelines, Section XI.5, Regulations for Outdoor Dining Licenses, by amending Sections 6 and 7 thereof as presented and recommended by the Town Clerk. The motion was seconded by Selectman Teichert and voted 4-0 to approve.

F. Keno-To-Go

The Board considered their right to object to the sale of the “Keno-to-Go” on-line game at Stop & Shop, 199 North Main Street, Andover, being offered by the Massachusetts State Lottery Commission to existing non-pouring agents. No action is required by the Board unless they object to Keno-To-Go. The Board agreed to take no action on this item.

VII. Consent Agenda

A. Andover Day

Selectman Teichert motioned to approve the request of Kathleen Bates, on behalf of the Andover Business Center Association, to conduct Andover Day in the downtown on Saturday, September 24, 2011 with a raindate of Sunday, September 25, 2011. Ms. Bates is requesting permission to close Main Street from Elm Square to Punchard Avenue from 5:00 A.M. to 7:00 P.M., Park Street and Barnard Street from Main Street to behind the Town House and Chestnut Street from Main Street to the CVS parking lot from 7:00 A.M. to 7:00 P.M. Parking will not be available in the Olde Andover Village municipal lot during the event. Arrangements have been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Salafia and voted 4-0 to approve.

B. Block Party

Selectman Salafia motioned to approve the request of Ralph Bledsoe, 2 Brechin Terrace, for permission to block off his street for a neighborhood block party on Saturday, August 6, 2011 from Noon to 8:00 P.M. Arrangements have been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Teichert and voted 4-0 to approve.

C. Change of Corporate Name

Selectman Vispoli motioned to approve the request of Gene LeBlanc, d/b/a LeBlanc's Fine Wine & Spirits, 77 Main Street, Unit A, Andover, to change the corporate name on his All-Alcoholic Retail Package Store license from Andover Fine Wines & Spirits, Inc. to LeBlanc's Fine Wine & Spirits, Inc. The request has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to issuing the amended license. The motion was seconded by Selectman Salafia and voted 4-0 to approve.

D. Appointments and Re-appointments

On a motion by Selectman Vispoli and seconded by Selectman Salafia, it was voted 4-0 to

approve the following appointments as recommended by the Town Manager and as presented in the agenda:

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>FINANCE & BUDGET DEPARTMENT</u>			
Anthony J. Torrissi	Acting Finance & Budget Director – PT	\$63.42/hr.	7/23/11
<u>DEPARTMENT OF PUBLIC WORKS</u>			
Christopher M. Cronin	Acting DPW Director (v. J. Bean)	M3-8-4/\$109,628	7/17/11
<u>PLANT & FACILITIES DEPARTMENT</u>			
Maria B. Maggio	Acting P & F Director (v. J. Piantedosi)	M3-1-3/\$90,964	7/17/11
<u>COMMUNITY SERVICES</u>			
Jenny W. Houston	Supervisor III – PT	C8C/\$15.00/hr.	6/27/11
Rachel L. Moore	Lifeguard – PT	C2A/\$8.00/hr.	
6/20/11			
Brendan Crawford	Counselor – PT	C2A/\$8.00/hr.	
6/27/11			
Colin J. Johnson	Counselor – PT	C2A/\$8.00/hr.	7/5/11
Courtney Frye CSA	Music Teacher –	PT \$1,500/annual	7/11/11
Blair A. Beasley	STE Asst. Director –	PT \$250/annual	7/11/11
<u>YOUTH SERVICES</u>			
Laurel Kazanjian	Counselor III – PT	C4A/\$9.50/hr.	
6/13/11			
Mark Costagliola	Counselor II – PT	C3B/\$9.00/hr.	6/13/11
Christopher Newton	Counselor II – PT	C3B/\$9.00/hr.	
6/13/11			
Anthony Broccoli	Counselor II – PT	C3B/\$9.00/hr.	
6/13/11			
Jocelyn Gully	Counselor II – PT	C4C/\$10.00/hr.	6/13/11
<u>MEMORIAL HALL LIBRARY</u>			
Annie Murphy Page	– PT (v. M. Burke)	L1-1/\$8.00/hr.	7/12/11
<u>SPRING GROVE CEMETERY TRUSTEES</u>			
Charles Heseltine	– Term expires 6/30/14 (v. P. Caselle)		
<u>SCHOOL BUILDING COMMITTEE</u>			
Maria B. Maggio	– Term expires 6/30/14 (v. J. Piantedosi)		

VIII. Approval of Minutes from Previous Meetings

Selectman Teichert motioned to approve the Regular Meeting Minutes of June 27, 2011 as presented. The motion was seconded by Selectman Salafia and voted 4-0 to approve.

IX. Adjournment

On a motion by Selectman Vispoli and seconded by Selectman Teichert, the Board voted 4-0 to adjourn the Regular Meeting at 8:52 P.M.

Respectfully submitted,

Dee DeLorenzo
Recorder

Documents:

Memo from DPW re: Multi-Family Recycling and Trash Collection
Memo from the Office of the Town Clerk re: Policy Amendments
Memo from Senior Planner Lisa Schwarz re: Downtown Parking Sticker Program
Letter from Massachusetts State Lottery Commission